

**Brookline Retirement System
Request for Proposals
Actuarial Valuation**

The Brookline Retirement Board (Board) is seeking proposals from qualified vendors to provide actuarial valuation services to include full actuarial valuations and reports and disclosure information as required by the Government Accounting Standards Board (GASB) Statements No. 67 & 68.

The consulting actuary to the Board must be an Enrolled Actuary, a member of the American Academy of Actuaries, or an Associate or Fellow of the Society of Actuaries. The actuary must be qualified to perform actuarial valuations of public pension plans. The Board prefers that responding firms/individuals have a minimum of 5 (five) years of relevant experience.

The System has approximately \$350 million in assets.

All contracts entered by the Brookline Retirement Board are subject to the provisions of the Massachusetts General Laws, Chapter 32, Section 23 as amended by Chapter 176 of the Acts of 2011, and the rules and regulations of the Public Employees Retirement Administration Commission (PERAC), 840 CMR. The selected vendor must have familiarity and agree to comply with all applicable laws and PERAC regulations, (www.mass.gov/perac).

The Board reserves the right to cancel or reject in whole or part any or all proposals in the best interest of the System.

Requests for a copy of this RFP and questions regarding it may be directed via e-mail to: Frank Zecha, Executive Director, Email: fzecha@brooklinema.gov

No phone calls please.

Proposal deadline is Tuesday, January 14, 2020 at 2:00 pm. Late proposals will not be accepted.